

THE HOUSING AUTHORITY
OF THE CITY OF
WOONSOCKET, RHODE ISLAND

1. Call to order: 4:31 p.m. Regular Meeting of September 15 , 2016 at the Woonsocket Housing Authority, 679 Social Street, Woonsocket, RI 02895

Pledge of Allegiance

Roll Call:

David Lahousse, Chairman
Marc Dubois, Vice Chairman
Sally Anthony
Charles Baldelli
Roger Bouchard
Pauline Clancy

Christine O'Connor, Executive Director
Robert Moreau, Director, Security and Facilities
Charles Lynch, Finance Director
Attorney Joseph Rodio, Jr.
Bernadette Rochefort - absent

2. Good and Welfare for the Audience - none

Chairman Lahousse asked for a motion to move New Business Item A. out of order. On motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board voted unanimously (6-0) to accept.

3. On motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board unanimously voted (6-0) to accept the presentation by Lynette Federer of Beekman Securities, Inc. regarding bond financing.

Ms. Federer presented a packet to the Board outlining Beekman Securities, Inc. detailed plan to refinance the remaining balance of the current bond, the schedule and timeline of the refinancing, and the fees associated with their service. No physical needs assessment is required because the bond is only being refinanced and no additional money is going to be borrowed. Director Moreau requested that Ms. Federer supply a list of references from other Housing Authorities that have worked with Beekman Securities, Inc.

4. Good and Welfare for the Commissioners - none
5. The Chairman asked for a motion to accept the minutes of the regular meeting of August 18, 2016. A motion was made by Commissioner Anthony and seconded by Commissioner Baldelli. The Board unanimously voted (6-0) to accept.
6. On motion by Commissioner Baldelli and seconded by Commissioner Anthony, the Board unanimously voted (6-0) to accept bills paid for the month of August 2016.

7. On motion by Vice Chairman Dubois and seconded by Commissioner Anthony, the Board unanimously voted (6-0) to accept the Communications and Interest of the Authority. Chairman Lahousse encouraged all Board members to make an effort to attend at least one Commissioners Conference during their term. Commissioner Baldelli discussed his recent trip to Washington, D.C. to participate in PHADA's Legislative Forum conference. Commissioner Baldelli gave a brief overview of the topics discussed the great benefits of networking with other Commissioners at such conferences.

8. The Chairman asked for a motion to approve and place on file for the purposes of discussion, the report of the Secretary. On a motion by Commissioner Baldelli, and seconded by Vice Chairman Dubois, the Board unanimously voted (6-0) to accept.

Director O'Connor submitted her report as written highlighting that every resident of the WHA has been invited to participate in a recycling event. The last picnic will be held on Saturday, September 17 at Morin Heights. Director O'Connor again expressed gratitude to the staff and residents for coming out to support these events over the past few months.

Director O'Connor updated the Board that the Annual Plan is ready to be presented to the Board next month. The Annual Plan public hearing is scheduled for October 13, 2016 at 4 p.m. preceding the October Board meeting.

Director O'Connor further stated that the WHA will be opening up the Section 8 list. Section 8 applications will be available to the public for two hours on Monday, September 19, 2016 from 9 a.m. to 11 a.m. only. The applications will be handed out in envelopes at St. John the Baptist Romanian Orthodox church across the street from St. Germain Manor. Due to the parking constraints at the WHA main office and the anticipated number of people it was prudent to move operations to the parking lot at 501 East School Street.

Director O'Connor expressed her approval of Ms. Federer's presentation regarding bond refinancing. The Director felt this was a vast improvement from when the original plan was presented and this final proposal from Beekman Securities, Inc. looks acceptable.

Director O'Connor responded to the Board about the request for new iPads for the Commissioners. The older version iPads will be recycled within the WHA to be utilized by employees for the new ADP time and attendance program soon to be implemented.

Director O'Connor informed the Board that union negotiations will begin next week with the initial meeting with AFSCME on September 22, 2016.

There was no further discussion. A roll call vote was taken the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Baldelli
Commissioner Bouchard
Commissioner Clancy

B. Chairman Lahousse asked for a motion to approve and place on file for the purposes of discussion, the report of the Director, Security and Facilities. On a motion by Commissioner Baldelli, and seconded by Commissioner Clancy, the Board unanimously voted (6-0) to accept.

Director Moreau submitted his report as written highlighting the Kennedy Manor roof completion. This project was a huge endeavor that was completed safely, on time and under budget.

Commissioner Bouchard requested Director Moreau give a detailed security report to include all calls that require the assistance of the local police department. Commissioner Bouchard would like to see a report that details the calls for service to all (6) six locations including calls regarding guns, fires, drug raids, crimes of violence, and arrests.

Director Moreau agreed to supply the Board with an updated Security report as requested by Commissioner Bouchard.

Commissioner Baldelli left the meeting at 5:31pm.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

C. Chairman Lahousse asked for a motion to approve and place on file for the purposes of discussion, the report of Direct Staff, Legal & Financial. On a motion by Vice Chairman Dubois, and seconded by Commissioner Anthony , the Board unanimously voted (5-0) to accept.

Director Lynch informed the Board that he will be meeting with Department heads and managers for input and discussions while preparing the 2017 budget for Board approval.

Director Lynch also discussed getting more quotes from other firms in regards to the bond refinancing.

Chairman Lahousse and Commissioner Bouchard asked if it would it be feasible to go out and solicit bids from other firms as Director Lynch indicated. Director Lynch explained to the Board that he could gather up to 3 bids and have them available for the October meeting. Director O'Connor clarified to the Board that the working relationship Beekman Securities, Inc. has with HUD is an important factor and to keep that in mind when deciding on a firm that will handle the bond refinancing.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

9. Report of Committees - none.

10. Unfinished Business - none.

11. New Business

A. Taken out of Order

B. Chairman Lahousse asked for a motion to approve the award of contract for property development consultant services for Morin Heights and Veteran's Memorial Family Developments to the low, responsive, responsible bidder in the best interest of the Housing Authority, The Concourse Group. On a motion by Commissioner Anthony and seconded by Vice Chairman Dubois, the Board voted unanimously (5-0) to accept.

Director O'Connor discussed The Concourse Group's ongoing discussion with the Authority to plan out exactly what this feasibility study entails. The Concourse Group's contract is for a property development feasibility study for both family developments which would take approximately (2) two months to complete and cost \$30,000 plus travel expenses.

Chairman Lahousse explained the need for an expert to assess the family developments and inform the Authority where the repairs are needed and how to proactively plan for repairs and upgrades at these developments. The Chairman stated the WHA needs to be proactive and this study is money well spent.

Director O'Connor discussed her recent site visit with the maintenance foreman to review the repairs that need to be considered for these two properties.

Director Moreau commented that the ongoing assessments made approving large scale repairs and day to day maintenance is difficult without knowing what the Authority's direction is on upgrading the developments.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

C. Chairman Lahousse asked for a motion to approve the award of business for collapsible water dam materials for the bathroom shower stalls at Parkview Manor, Kennedy Manor, Crepeau Court and St. Germain Manor in the amount of \$26,400, plus shipping costs, to the low responsive, responsible bidder in the best interest of the Housing Authority to KR Specialties. On a motion by Vice Chairman Dubois and seconded by Commissioner Anthony, the Board unanimously voted (5-0) to accept.

Director Moreau explained to the Board exactly what a collapsible water dam is and how it is used in the resident shower stalls to prevent water leaks. It is a lip at the bottom of the shower that prevents water from leaking onto the floor and seeping down to lower floors.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

D. Chairman Lahousse asked for a motion to approve the payment of \$500 to the Boys & Girls Club of Woonsocket. On motion by Commissioner Anthony and seconded by Commissioner Clancy, the Board unanimously voted (5-0) to accept.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

Vice Chairman Dubois asked the Director about the process for a resident to apply and be accepted to participate in the summer camp at Boys & Girls Club of Woonsocket. Director O'Connor stated that the applications were delivered to all applicable residents and that only (5) children returned the form properly filled out and met the eligibility criteria and thus were selected to attend camp this summer.

E. The Chairman asked for a motion to enter into Executive Session pursuant to R.I. Gen. Laws §42-46-5(a)(2) for sessions pertaining to collective bargaining.

On a motion by Vice Chairman Dubois and seconded by Commissioner Anthony, the Board voted unanimously voted (5-0) to accept.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays" .

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

The Chairman asked for a motion to seal the minutes in accordance with R.I. Gen. Laws §§42-46-4 and 42-46-5 and return to open session. On a motion by Vice Chairman Dubois and seconded by Commissioner Clancy, the Board voted unanimously voted (5-0) to accept.

There was no discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairman Lahousse
Vice Chairman Dubois
Commissioner Anthony
Commissioner Bouchard
Commissioner Clancy

Pursuant to R.I. Gen. §§42-46-4& 42-46-5, no votes were taken 111 Executive Session other than to adjourn.

12. Adjournment

Chairman Lahousse asked for a motion to adjourn. A motion was made by Vice chairman Dubois and seconded by Commissioner Clancy at 6:51p.m.

Roll call vote was unanimous.

Christine O'Connor
Executive Director